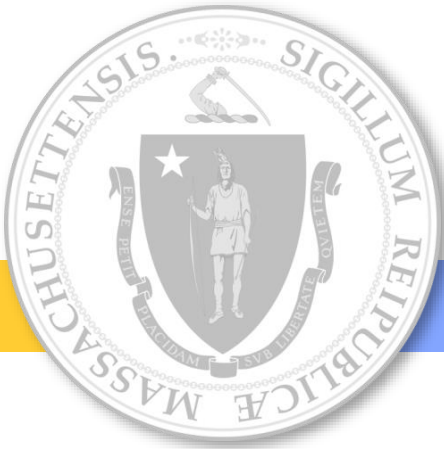


How to Prepare for Your First FPPP COVID Vaccine Clinic



Presented by MassHousing, CEDAC, and Elder Affairs

FEBRUARY 11, 2021

Agenda



Welcome

Federal Pharmacy Participation Program – Emily Cooper, EOEA

FPPP Procedures for CVS Clinics – CVS Representatives

Lessons Learned from FPPP Experience – Kate Swope and Marianne Delorey

Questions



Federal Pharmacy Partnership Program (FPPP)

- Initiative funded and administered by the Centers for Disease Control (CDC) to provide CVS/Walgreens vaccination clinics onsite in specific settings including:
 - Nursing Facilities
 - Rest Homes
 - Assisted Living Residences
 - Continuing Care Residential Communities
 - Housing funded through the HUD Section 202 Supportive Housing for the Elderly program
- Per the CDC, other low-income senior housing was excluded from the FPPP
- Clinics began on 1/11 and continue into March/April
- List of FPPP facilities/properties: <https://www.mass.gov/info-details/long-term-care-facility-covid-19-vaccine-guidance#list-of-ltcfs-participating-in-the-federal-pharmacy-partnership-program>



Clinics - HUD 202 Properties in FPPP

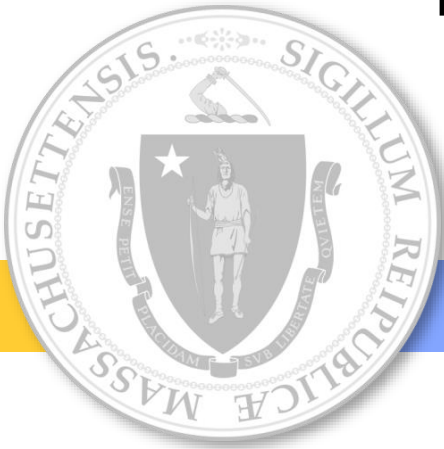
- Every property in the FPPP should have received an initial outreach email from CVS or Walgreens
 - MassHousing/CEDAC may have also reached out to properties to talk about the clinics
- Should be hearing from CVS/Walgreens in the coming weeks to schedule 2 clinics, 21 days apart
 - Clinics may be scheduled for any day of the week
 - Rescheduling clinic dates is extremely difficult
- Clinic logistics, arrangements, space configuration, scheduling – responsibilities of housing provider
 - CVS/Walgreens responsible for vaccinations and post-vaccine observation period
 - Ensure there is someone “in charge” the day of the clinic
 - Think through the types of volunteers/assistance needed
 - Room-to-room only an option if there isn’t sufficient common space and/or for homebound residents
 - Notify CVS and MassHousing/CEDAC
- Paperwork can be completed now – available on the website
 - Consent forms
 - Copies of insurance cards
 - Roster of people to be vaccinated – include volunteers



What else can I do now to prepare for my clinic?

- Talk to residents and staff about the upcoming clinics before asking for consents
- Some residents or staff may express hesitancy to accept the vaccine.
- If residents/staff aren't sure, you may want to suggest that they speak directly with their primary care physician or other trusted family or community member.
- We have heard that some residents plan to get vaccinated at their PCP's office – in those cases you should suggest they call their PCP office. Generally they are being told that there won't be clinics there and they should take advantage of the on-site clinic.

FPMP Procedures for CVS Clinics



CVS Representatives



Lessons Learned from FPPP Experience

Kate Swope, Peabody Properties



■ **Preparing for Day of Vaccine Clinic**

- Determine number of staff
- Determine language capacity needed
- Extra staffing for door to door vaccinations and observation
- Mobile Hot Spots
- HEPA Air Purifiers as needed if poor air flow in community room
- Volunteers – from your other sites or local ASAP providers
- Order supplies
 - PPE for staff – masks, gloves, face shields, gowns
 - Pens – one for each resident
 - Sanitation supplies – spray, wipes, 2 bottles of hand sanitizer
 - Sticky notes/timers for 15-minute observation
 - Signs letting residents know about traffic flow
 - Name Tags for Pharmacy and other staff

■ **Day of Clinic**

- Please make sure staff are present 1hr prior to Clinic. CVS will arrive 45-60 minutes before clinic start time.
- When CVS arrives confirm number of doses they brought
- Lead staff to keep “on call list” if extra doses
- Keep windows/doors open for proper ventilation.



▪ **Room Set-up:**

- Clinic Space should be a minimum space of 10ftx10ft
- All tables/chairs 6ft apart
- Access to Wi-Fi-
- Trash Barrels at all areas
- Hand Sanitizer-prior to entering/exiting.
- Have a separate door to enter and exit (if possible).
- Registration Table:
 - w/ two chairs,
 - near outlet w/ extension cord.
- Administration Table:
 - 1-2 Tables depending on space, near outlet w/ extension cord.
- Observation Area:
 - Resident should stay in observation area for recommended 15 min, can be 30 min if allergies
 - Set-up determined by size of site space being utilized
 - 4-6 Chairs depending on space and 6ft apart.
 - Maintenance to sanitize observation area after every resident exits their seat
- No Food or Drinks allowed in clinic area.

▪ **Recommended Number of Staff at Clinic (5-6)**

- #1 Staff at entrance of clinic to assist with crowd control.
- #2 Registration Desk
- #3 Staff member in observation area – timing and sanitizing
- #5 Staff member assisting residents to exit clinic area
- #6 Runner

Lessons Learned from FPPP Experience



Marianne Delorey, Colony Retirement Homes



Questions